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30 June 1952

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT: Revised Medical Office Table of Organization.

1. Submitted herewith for your approval is the revised T/O for the Medical Office which I have approved from the viewpoint of organization and functions. Wage and Classification has approved the grades.

2. The net increase of the T/O is five positions made necessary by the establishment of the Psychiatric Division, which was approved by PRC action signed by the Director on 24 April 1952. Wage and Classification has also gone over the T/O and has approved some upgradings of currently authorized positions.

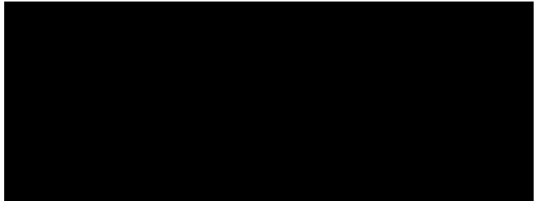
3. I understand you have approved of the T/O in principle subject to Wage and Classification examination of the whole office. This examination has now been completed.

4. Attached are the comments of the Comptroller and your attention is called to item 5 of his memorandum.

5. The Chief Medical Officer would appreciate the early approval of this T/O.

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6. Approval is recommended.


Chief,
Organization & Methods Service

2 Attachments

1. T/O
2. Comptroller's comments

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